

INCOME ELIGIBILITY GUIDELINES

Effective from July 1, 2016 through June 30, 2017

The income scales below are to be used to determine applicant's eligibility for free or reduced price meals if the family is at or below the guideline.

	Annually	Monthly	Twice a month	Every 2 weeks	Weekly
Household Size					
1	\$21,978	\$1,832	\$916	\$846	\$423
2	\$29,637	\$2,470	\$1,235	\$1,140	\$570
3	\$37,296	\$3,108	\$1,554	\$1,435	\$718
4	\$44,955	\$3,747	\$1,874	\$1,730	\$865
5	\$52,614	\$4,385	\$2,193	\$2,024	\$1,012
6	\$60,273	\$5,023	\$2,512	\$2,319	\$1,160
7	\$67,951	\$5,663	\$2,832	\$2,614	\$1,307
8	\$75,647	\$6,304	\$3,152	\$2,910	\$1,455
For each additional family member, add	\$7,696	\$642	\$321	\$296	\$148

INSTRUCTIONS TO LOCAL AGENCY OFFICIALS:

When making a determination, the frequency of the current income is compared to the respective income eligibility guidelines (IEG) scale above. For example, weekly income is compared to the weekly scale above. **Use the following procedures:**

- If a household has only one income source, or if all sources are the same frequency, do not use conversion factors. Compare the income or the sum of the incomes to the published IEG for appropriate frequency and household size to make the eligibility determination.
- If a household reports income sources at more than one frequency, bring all income to annual by multiplying weekly income by 52, income received every 2 weeks by 26, income received twice a month by 24, and income received monthly by 12.
 - **Do not round the values resulting from each conversion.**
 - Add the sources of income together and compare to the scale above.

Instructions for farm/self-employed people are included in parent letter and the guidance for completing the application.

The agency should verify all questionable applications.

The IEGs are based on the Federal Poverty Guidelines annually. The 2016 guidelines show no change in the income levels for household sizes with 7 or more family members compared to that of 2015; thus the Free and Reduced-price income limits for 2016-17 are the same as the 2015-16 guidelines for household sizes 7+. Families still must apply each year.